



San Bernardino Community College District
Board Finance Committee
February 10, 2022
2:00 pm-3:30 pm Pacific Time

MEETING AGENDA

*Board Finance Committee
Thursday, February 10, 2022, 2:00 p.m.
SBCCD Boardroom Extension
550 E. Hospitality Lane, Suite 200, San Bernardino CA*

I. Welcome & Introductions - Trustee Joseph Williams, Chair

II. Public Comment

Any member of the public who wishes to address the Committee on any matter is limited to five minutes. The total time for members of the public to speak on the same or a similar issue shall be limited to 20 minutes.

III. Approval of Minutes for December 10, 2021

IV. Current Topics

- A. BFC Review of Proposed Board Item to Revise Guiding Principles for FCC Auction Proceeds
- B. BFC Review of Proposed Board Item to Establish PARS Investment Account for DSO Allotment

V. Updates

- A. State Budget Update
- B. Enrollment (Christopher Crew)
- C. Commercial Property Leasing (Farrah Farzaneh)
- D. Commercial Property Performance (Larry Strong)
- E. COVID-19 Expenditures (Larry Strong)
- F. PARS Report
- G. Measure CC Timeline & Org Chart
- H. Budget Revenue & Expenditure
- I. 2021-22 Board of Trustees Budget

VI. Future Topics

- A. Trustee Suggestions

VII. Next Meeting Date & Adjournment

The next meeting of the Board Finance Committee is scheduled for Thursday, March 10, 2022, at 2:00 p.m. in the Boardroom Extension.

SBCCD Mission: The San Bernardino Community College District transforms lives through the education and training of students for the benefit and enrichment of our diverse communities.

BFC Charge: The SBCCD BFC exists as a standing, advisory committee comprised of less than a quorum of Board members and is subject to the California Public Meetings Brown Act. The committee is charged with:

- Increasing the efficiency of the Board of Trustees by performing time-consuming research on its behalf.*
- Improving clarity by providing a platform for detailed questions not conducive to the flow of monthly business meetings.*
- Promoting transparency of the SBCCD budgeting process and fiscal matters through detailed discussion of these topics in an open forum.*
- Fostering an environment of understanding by communicating findings and formulating final recommendations to the Board of Trustees.*
- Increasing the efficiency of the Board of Trustees by performing time-consuming research on its behalf regarding the implementation and operation of bond measures.*



Board of Trustees Finance Committee (BFC)

Meeting Minutes – December 10, 2021, 2:00 p.m.

Members Present: Trustee Harrison, Chair; Trustee Viricel; Trustee Houston

Members Absent: None

Other Board Members Present: Trustees Reyes

Staff Present:

- Chancellor Diana Rodriguez
- Executive Vice Chancellor Jose Torres
- Senior Director of Marketing, Public Affairs & Government Relations Angel Rodriguez
- President Kevin Horan and Interim President Scott Thayer
- Vice Presidents of Administrative Services Scott Stark and Mike Strong
- Director of Fiscal Services Larry Strong
- Local Business Outreach Administrator for Measure CC Ynez Canela

I. WELCOME & INTRODUCTIONS

Trustee Harrison called the meeting to order at 2:01 p.m.

II. PUBLIC COMMENT

There were no public comments.

III. APPROVAL OF MINUTES FOR NOVEMBER 18, 2021

Trustee Houston made a motion to approve the minutes which was seconded by Trustee Viricel. The motion was approved by the following vote.

Ayes: Trustees Harrison, Houston, Viricel

Noes: None

Abstentions: None

Absent: None

IV. CURRENT TOPICS

A. BFC Second Read of Proposed Board Item | Prioritized Board Directives for Development of the 2022-23 Budget

Executive Vice Chancellor Torres addressed the committee on this topic. He advised that language addressing sustainability had been added as item "(3) setting aside funds for deferred maintenance," under Objective 3.3 of the attached proposed goals and objectives. Trustee Viricel made a motion to move this item to the full Board for its review. Trustee Houston seconded the motion, which was approved by the following vote.

Ayes: Trustees Harrison, Houston, Viricel
Noes: None
Abstentions: None
Absent: None

B. BFC Review of Proposed Board Item | Revised Program-Wide Measure CC Construction Change Order Board Approval Process

Committee members heard from Executive Vice Chancellor Torres regarding this item. The program previously approved by the Board of Trustees for the Measure CC program has worked so well that it is now being revised to fit all SBCCD construction contracts. Trustee Houston confirmed that any change order over \$250,000 (regardless of the 5% amount) would be reviewed by the Board of Trustees prior to approval. Trustee Viricel made a motion to move this item to the full Board for its review. Trustee Houston seconded the motion, which was approved by the following vote.

Ayes: Trustees Harrison, Houston, Viricel
Noes: None
Abstentions: None
Absent: None

C. 2022 Legislative & Budget Priorities (Angel Rodriguez)

Chancellor Rodriguez addressed the committee calling attention to the request for a budget line item for KVCR as part of the 2022 Budget and Legislative Priorities. She commented that the reason for this request is to allow SBCCD to continue to provide programming for the community, and training for students to get workforce development. The District is appreciative of the current \$4 million and would like to advocate that it become ongoing. As chair of the Board Legislative Committee, Trustee Reyes expressed concern with the timing of such a request and thought the District should seek guidance. The Chancellor mentioned bringing in other partners to demonstrate that KVCR is a regional hub, presenting educational content for Pre-K through college levels, in multiple languages.

Trustee Houston pointed out that, even though the document is not numbered, staff may want to consider reordering the bulleted items so that student needs are placed before the targeted request for KVCR. Senior Director Rodriguez confirmed that this would be done. It was commented that a motion had been approved at the earlier Board Legislative Committee to move these priorities forward to the full Board.

Trustee Harrison made a motion to for the BFC to approve moving the document forward to the full Board with the amended order. Trustee Houston seconded that motion and it was approved with the following vote.

Ayes: Trustees Harrison, Houston, Viricel
Noes: None
Abstentions: None
Absent: None

V. UPDATES

A. Measure CC Workforce Report

Administrator Canela presented this material to the committee. Executive Vice Chancellor Torres referred everyone to page 37, commenting that local hire does not always translate to local employees. As time is progressing, local and outside vendors are working to have more local hires. SBCCD continues to send the message that Measure CC funds should be spent in this community. Ms. Canela echoed this statement advising that this message is constantly being relayed. Trustee Harrison mentioned she has several speaking engagements and would appreciate some material so she can discuss this topic. She would appreciate an annual summary for this year and the expectations over the next two years. Her first meeting is January 17. Ms. Canela talked about a heat map that is available to the public on SBCCD's website. She will incorporate that into the material. Trustee Harrison will share what she receives with the rest of the Board.

B. Measure CC Timeline & Org Chart

The committee reviewed this item. Trustee Harrison thought this might be good information for her talks but the report lacked specific dates. Executive Vice Chancellor Torres advised that dates would be included the next time this report is presented.

C. PARS Report

Executive Vice Chancellor Torres cautioned BFC members not to expect high increases to the endowments because of recent market volatility.

D. Budget Revenue & Expenditure *This item was not discussed.*E. 2021-22 Board of Trustees Budget *This item was not discussed.*

VI. FUTURE TOPICS

Trustee Suggestions

Trustee Harrison recapped her request for talking points for local hire, which can also be distributed to all trustees.

She also mentioned the development of a quarterly analysis of all District financial information, like a combination of the Cash Flow and Budget Revenue & Expenditure Summary reports combined and summarized.

VII. NEXT MEETING DATE & ADJOURNMENT

The meeting adjourned at approximately 3:00 p.m.

DATE: February 10, 2022
TO: Board Finance Committee
FROM: Jose F. Torres, Executive Vice Chancellor
SUBJECT: BFC Review of Proposed Board Item | Revision of Guiding Principles for the FCC Auction Proceeds



SUMMARY

Periodically the Board of Trustees is requested to review, reaffirm or revise the SBCCD Guiding Principles for the FCC Auction Proceeds. DSO staff has drafted a proposed agenda item so that the BFC may evaluate it and provide direction for submitting to the full Board.

The following changes to the Guiding Principles are being proposed:

- › Removal of Principles 3-7, which refer to initial one-time expenditures. These funds have already been allocated.
- › Revise Principle 11 to reflect the 2022 development of SBCCD's Strategic Plan, replacing language referring to the 2017 Comprehensive Master Plan.

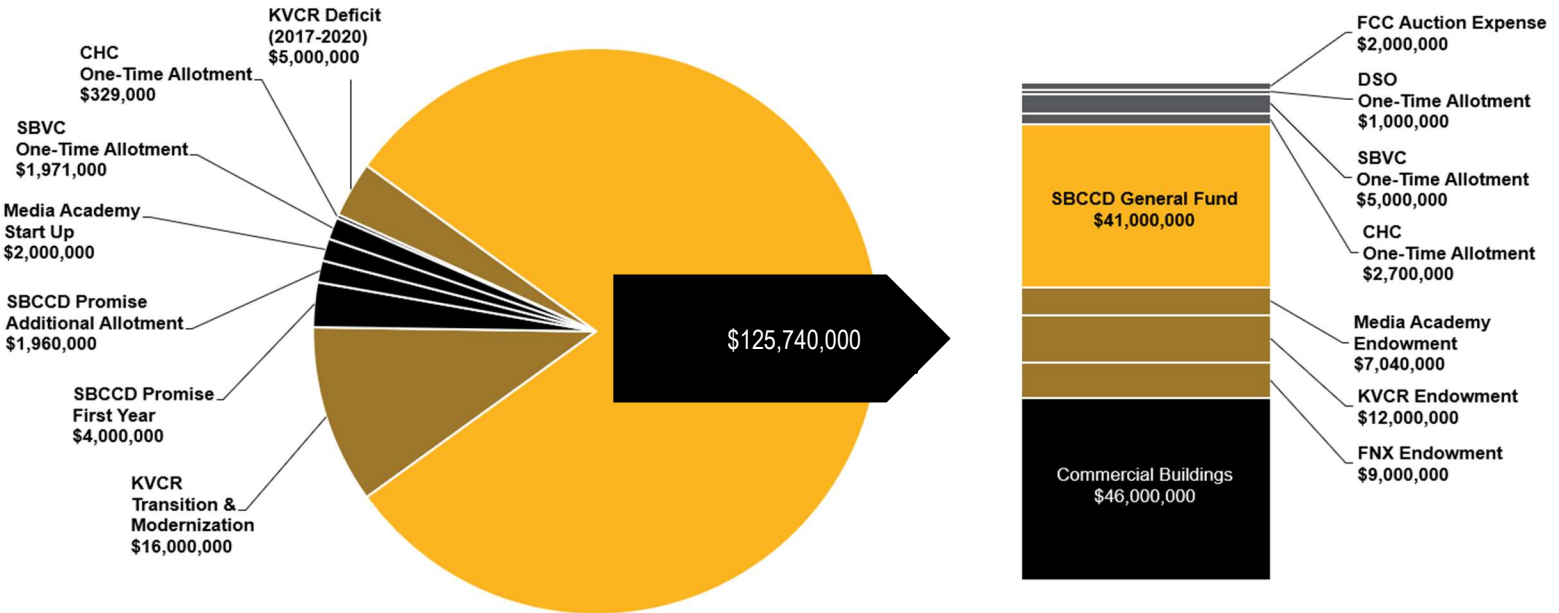
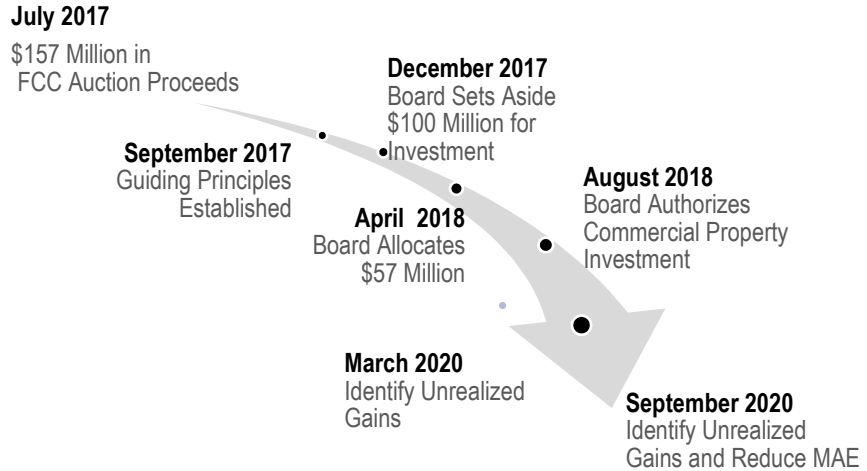
ATTACHMENTS

- › Information on Investment of FCC Auction Proceeds
- › Proposed Board Item



FCC Auction Proceeds

History of Board Action



Guiding Principles for FCC Auction Proceeds (Board Affirmed April 2021)

Overarching

1. Our students are our core mission and we will focus our resources on their success.
2. All FCC auction proceeds activity shall be transparent.

One-Time Expenditures

3. SBCCD will use the proceeds as a one-time investment in KVCR for the mandatory transition costs from UHF to VHF over-the-air and current broadcast standards.
4. SBCCD will be reimbursed for all costs related to the FCC auction.
5. One-time fund proceeds should help KVCR reach financial sustainability within a specified, board-approved timeframe.
6. The district unrestricted general fund balance shall be restored to a range of 10-15%.
7. With the exception of items 3-6 above, one-time expenditures shall support the approved program review, and educational and facilities master plans.

Principal Investment

8. Proceeds shall be invested in a manner that serves SBCCD for years to come.
9. Principal amount shall not be used as a resource for ongoing expenditures unless approved by the Board of Trustees.
10. Investments should include real estate and a diversified portfolio.

Revenue Generated from Investments

11. Revenue generated from the investment of proceeds shall help SBCCD meet its strategic goals as established in the comprehensive master plan.
12. Annual revenue amount shall be subject to annual allocation and follow existing collegial consultation and established budget processes.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Jose F. Torres, Executive Vice Chancellor

DATE: March 10, 2022

SUBJECT: Consideration of Approval to Revise Guiding Principles for the FCC Auction Proceeds

RECOMMENDATION

It is recommended that the Board of Trustees revise the Guiding Principles for the FCC Auction Proceeds as indicated on the attached.

OVERVIEW

In July 2017, SBCCD was the recipient of \$157 million in FCC Auction Proceeds in exchange for the transition of KVCR-DT from UHF to VHF. After much discussion, a set of guiding principles was developed, reviewed by collegial process, and approved by the Board of Trustees.

These guiding principles are reviewed periodically by the Board of Trustees for revision or reaffirmation.

ANALYSIS

The Guiding Principles were last reaffirmed on April 8, 2021. Today, two changes are being proposed:

- › Removal of Principles 3-7, which refer to initial one-time expenditures. These funds have already been allocated.
- › Revise Principle 11 to reflect the 2022 development of SBCCD's Strategic Plan, replacing language referring to the 2017 Comprehensive Master Plan.

The Board of Trustees Finance Committee reviewed this Board item on February 10, 2022 and **voted to recommend it to the full Board.**

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications connected with the approval of this item.

Guiding Principles for the FCC Auction Proceeds Submitted for Review & Reaffirmation April 8, 2021

[v.1.25.2022.p.1|1]

Board Affirmed December 12, 2019

Overarching

1. Our students are our core mission and we will focus our resources on their success.
2. All FCC auction proceeds activity shall be transparent.

One-Time Expenditures

3. SBCCD will use the proceeds as a one-time investment in KVCR for the mandatory transition costs from UHF to VHF over-the-air and current broadcast standards.
4. SBCCD will be reimbursed for all costs related to the FCC auction.
5. One-time fund proceeds should help KVCR reach financial sustainability within a specified, board-approved timeframe.
6. The district unrestricted general fund balance shall be restored to a range of 10-15%.
7. With the exception of items 3-6 above, one-time expenditures shall support the approved program review, and educational and facilities master plans.

Principal Investment

8. Proceeds shall be invested in a manner that serves SBCCD for years to come.
9. Principal amount shall not be used as a resource for ongoing expenditures unless approved by the Board of Trustees.
10. Investments should include real estate and a diversified portfolio.

Revenue Generated from Investments

11. Revenue generated from the investment of proceeds shall help SBCCD meet its strategic goals as established in the comprehensive master plan.
12. Annual revenue amount shall be subject to annual allocation and follow existing collegial consultation and established budget processes.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Guiding Principles for the FCC Auction Proceeds Submitted for Review & ~~Reaffirmation April 8, 2021~~ Revision March 10, 2022

[v.1.25.2022.p.1|1]

Board Affirmed ~~December 12, 2019~~ April 8, 2021

Overarching

1. Our students are our core mission and we will focus our resources on their success.
2. All FCC auction proceeds activity shall be transparent.

One-Time Expenditures

- ~~3. SBCCD will use the proceeds as a one-time investment in KVCR for the mandatory transition costs from UHF to VHF over the air and current broadcast standards.~~
- ~~4. SBCCD will be reimbursed for all costs related to the FCC auction.~~
- ~~5. One-time fund proceeds should help KVCR reach financial sustainability within a specified, board-approved timeframe.~~
- ~~6. The district unrestricted general fund balance shall be restored to a range of 10-15%.~~
- ~~7. With the exception of items 3-6 above, one-time expenditures shall support the approved program review, and educational and facilities master plans.~~

Principal Investment

- ~~8-3.~~ Proceeds shall be invested in a manner that serves SBCCD for years to come.
- ~~9-4.~~ Principal amount shall not be used as a resource for ongoing expenditures unless approved by the Board of Trustees.
- ~~10-5.~~ Investments should include real estate and a diversified portfolio.

Revenue Generated from Investments

- ~~11-6.~~ Revenue generated from the investment of proceeds shall help SBCCD meet ~~its-the~~ strategic goals as established outlined in the ~~comprehensive master~~ strategic plan.
- ~~12-7.~~ Annual revenue amount shall be subject to annual allocation and follow existing collegial consultation and established budget processes.

Proposed Guiding Principles
(Redlined)



Guiding Principles for the FCC Auction Proceeds Submitted for Review & Revision March 10, 2022

[v.1.25.2022.p.1|1]

Board Affirmed April 8, 2021

Overarching

1. Our students are our core mission and we will focus our resources on their success.
2. All FCC auction proceeds activity shall be transparent.

Principal Investment

3. Proceeds shall be invested in a manner that serves SBCCD for years to come.
4. Principal amount shall not be used as a resource for ongoing expenditures unless approved by the Board of Trustees.
5. Investments should include real estate and a diversified portfolio.

Revenue Generated from Investments

6. Revenue generated from the investment of proceeds shall help SBCCD meet the goals outlined in the strategic plan.
7. Annual revenue amount shall be subject to annual allocation and follow existing collegial consultation and established budget processes.



DATE: February 10, 2022
TO: Board Finance Committee
FROM: Jose F. Torres, Executive Vice Chancellor
SUBJECT: BFC Review of Proposed Board Item | Establish a PARS Account for BOT Approved DSO Allotment



SUMMARY

In April 2018, the Board allocated funding to DSO as follows:

- › \$1,000,000 one-time allotment for the DSO, and
- › \$2,000,000 one-time reimbursement to the General Fund for auction expenses.

This funding has been included in the Pension GF fund since it was deposited into PARS. In order to appropriately reflect the April 2018 Board action, staff now recommends that an account be established to house this allotment and the principle amount of \$3,000,000 be transferred into the new account.

Existing unrealized gains would not be affected.

ATTACHMENTS

- › Snapshot of April 2018 Board Item Action
- › Proposed Board Item for March 10, 2022



Proposal for Allotment of
 \$57 Million in FCC Auction Proceeds
 Final Read for Approval

Guiding Principles

1	KVCR		
2	Mandated Transition & Modernization	\$ 16,000,000	2,3,8,9
3	Operations Deficit for Three Years (2017-18, 2018-19, 2019-20)	5,000,000	2,5,9
4	Media Academy Start Up	2,000,000	1,2,8,9
5	KVCR Endowment	21,000,000	1,2,5,8,9,10
6	TOTAL KVCR	\$ 44,000,000	
8	COLLEGES		
9	SBVC (69.71%)†	\$ 6,971,000	
10	CHC (30.29%)†	3,029,000	
11	TOTAL COLLEGES*	\$ 10,000,000	1,2,7,9
12	DISTRICT SUPPORT SERVICES	\$ 1,000,000	1,2,7,9
13	ESTIMATED AUCTION EXPENSE REIMBURSEMENT TO GENERAL FUND	\$ 2,000,000	1,2,4,6,9
14	TOTAL ALLOCATION PROPOSED	\$ 57,000,000	

†Percentage distribution based on Resource Allocation Model (www.sbccd.org/bfs/2017-18budget, page 8) and proposed by District Budget Committee.

*Colleges also received \$20 million in early 2018 as an investment in the Pension Rate Stabilization Trust (STRS/PERS) per FCC Guiding Principles 1,2,6,8,9,10,11, and 12.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Lawrence P. Strong, Director of Fiscal Services

DATE: March 10, 2022

SUBJECT: Consideration of Approval to Establish an Investment Account for FCC Auction Proceeds Allocated to DSO

RECOMMENDATION

It is recommended that the Board of Trustees direct staff to establish an additional PARS Pension Rate Stabilization Trust (PRST) account for the DSO in order to separate the current investment for tracking purposes.

OVERVIEW

In July 2017 SBCCD received \$157 million in FCC Auction Proceeds in exchange for the transition of KVCR TV from UHF to VHF. In April of 2018, the Board of Trustees allocated \$57 million of the funds for immediate use, including the following:

- › \$1,000,000 one-time allotment for the DSO, and
- › \$2,000,000 one-time reimbursement to the General Fund for auction expenses.

ANALYSIS

In order to properly segregate future investment returns, staff is recommending the establishment of a separately named account within its currently established PARS Pension Rate Stabilization Trust. The establishment of this account to reflect the April 2018 Board allocation would result in the transfer of \$3 million of from the Pension-GF principle into the new account. Existing unrealized gains would not be affected. Future unrealized gains may be used to SBCCD DSO costs as deemed appropriate by the Chancellor.

The Board Finance Committee reviewed this Board item on February 10, 2022 and **voted to recommend it to the full Board.**

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

It is anticipated that this investment will earn income, which will be available to the DSO, and that the principle may be used at a future time as approved by the Board's April 2018 allotment of funds.



FISCAL SERVICES UPDATE FY 2022-23 STATE BUDGET

JANUARY 2022

Larry Strong, Director of Fiscal Services

Governor Newsom recently released his proposed FY 2022-23 State Budget, which is merely the beginning of the process. In coming weeks, we will learn more about what's in store for SBCCD, as the many details concerning this proposal emerge. Some factors impacting us over the next few months will be COVID-19 pandemic developments, the economy, and the political situation at both the State and federal levels. The Governor's proposed budget can be viewed at www.ebudget.ca.gov.

AREAS OF IMPORTANCE

- The proposed budget projects a state surplus, which may mean an additional \$1.8 billion in funding for community college districts.
- The Governor notes that 86% of new spending is one-time in order to protect against possible future funding decreases.
- \$150 million is proposed to assist with retention and enrollment strategies.

UNRESTRICTED GENERAL FUND

- Student-Centered Funding Formula—permanent new hold harmless funding proposed to be set at the 2024-25 funding level. Future funding would not be less than this floor, regardless of the number of students served that year or in the future.
- 5.33% COLA
- 0.5% enrollment growth

OTHER

The budget proposal includes additional important provisions to further support the community college system, including:

- \$200 million in ongoing support for part-time faculty health insurance
- \$388 million for deferred maintenance and energy projects
- \$100 million for student success and completion grant

Staff will continue to monitor the State budget process and keep the SBCCD community updated on important developments. In the meantime, for more details and a look at the Joint Analysis of the 2022-23 proposed budget, you can visit the CCCC Budget News webpage (<https://www.cccc.edu/About-Us/Chancellors-Office/Divisions/College-Finance-and-Facilities-Planning/Budget-News>).

FTES TARGETS AND PROGRESS REPORT

Table 1: FTES Targets and Actuals by Location for FY22

FISCAL YEAR 2021-22							
TOTAL FTES	(A) Target @ P1	(B) Actuals @ P1	(C) Actuals @ P2	(D) Actuals @ P3	(B)-(A) Progress to Target @ P1	(C)-(A) Progress to Target @ P2	(D)-(A) Progress to Target @ P3
CHC	3,797	2,182 (57%)			-1,615 (57%)		
SBVC	7,885	4,950 (63%)			-2,935 (63%)		
SBCCD TOTAL	11,682	7,132 (61%)			-4,550 (61%)		

Notes: Target @ P1 includes SM 2021 actuals, FA 2021 actuals and positive attendance projections, SP 2022 projections, and SM 2022 projections. **Source:** SBCCD EIS

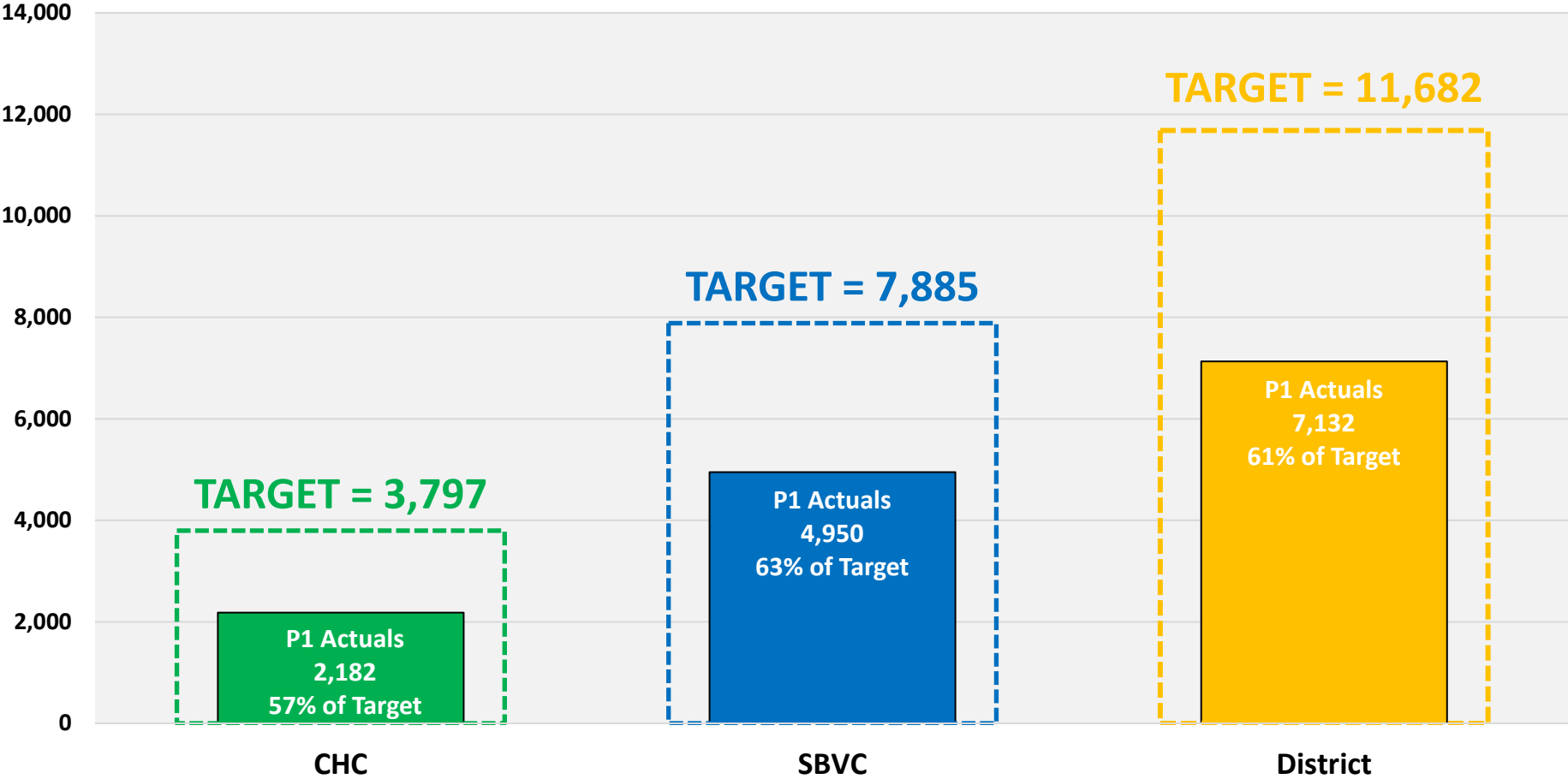
Table 2: Enrollment Snapshot Taken January 22, 2021 (SP 2021) and January 21, 2022 (SP 2022)

	CHC		SBVC		SBCCD TOTAL	
	Active Students	Total FTES	Active Students	Total FTES	Active Students	Total FTES
SP 2021	5,123	1,817	10,669	3,676	15,792	5,492
SP 2022	4,496	1,521	9,294	3,159	13,790	4,680
Variance	-627	-296	-1,375	-516	-2,002	-812
% Decrease (June 2022)						
% Decrease (Apr. 2022)						
% Decrease (Jan. 2022)	12.24%	16.29%	12.89%	14.05%	12.68%	14.79%

Table 2 Summary: The data above provide a comparison of the enrollment statistics for the SP 2021 and SP 2022 terms. The data reflect a snapshot of the enrollment statistics taken on January 22, 2021 (SP 2021) and January 21, 2022 (SP 2022).

FTES TARGETS AND PROGRESS REPORT

Figure 1: FTES Target vs. FTES Actuals by Location @ P1 for FY 2022



FTES TARGETS AND PROGRESS REPORT

GLOSSARY OF TERMS

LOCATION: All reports below have three locations (SBVC, CHC, District). All district-level data reflect the summation of the two colleges.

REPORTING PERIOD: The state has three reporting periods at which each college/district must submit enrollment/apportionment data in the form of FTES. The three periods are P1 (due January 15), P2 (due April 15), and P3 (due July 15).

TARGET: The FTES reported at periods P1 and P2 reflect a “projection” of the colleges expected FTES at year end (i.e., their target). The projections/targets are set prior to the completion of the academic/fiscal year because they are necessary for state and local budget development.

TARGET @ P1: The amount of FTES each college projects they will achieve by year end. It is driven by their budget model.

ACTUALS: FTES “achieved” at the time the apportionment report was submitted. At reporting periods P1 and P2, the Spring term is still in progress. As such, districts must submit projections, based on their targets, to the state and these projections do not reflect actual “achieved” FTES. The “actual” FTES achieved by the college/district is a running total that can be captured at each reporting period. As such, the final number will not be reported until P3 (July 15).

ACTUALS P1: The amount of “achieved” FTES at the January 15 submission of the apportionment report. This information is not reported to the state. It is for internal use (e.g., enrollment and budget tracking).

ACTUALS P2: The amount of “achieved” FTES at the April 15 submission of the apportionment report. This information is not reported to the state. It is for internal use (e.g., enrollment and budget tracking).

ACTUALS P3: The amount of “achieved” FTES at the July 15 submission of the apportionment report. This information is not reported to the state. It is for internal use (e.g., enrollment and budget tracking).

PROGRESS TO TARGET @ P1: The amount and percentage of “actual” FTES that has been generated in relation to the target/projection at the P1 reporting period.

PROGRESS TO TARGET @ P2: The amount and percentage of “actual” FTES that has been generated in relation to the target/projection at the P2 reporting period.

PROGRESS TO TARGET @ P3: The amount and percentage of “actual” FTES that has been generated in relation to the target/projection at the P3 reporting period.



SBCCD BUILDINGS

(Status of Lease – October 31, 2021)



Total lease for the three buildings:	\$330,607.60
No. of vacant units	6
Area of vacant units	43,994 SF
Estimated lease value for vacant units	\$96,786.80

Year	Net Rentable Area	% of Bldg
2020	0	0.00%
2021	12,619	5.63%
2022	45,481	20.28%
2023	2,575	1.15%
2024	822	0.37%
2025+	87,396	38.96%
Owner occupied	29,043	12.95%
Available	46,370	20.67%
Leased	177,936	79.33%
Total	224,306	100.00%

Occupancy	79.33%
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North River (658 E. Brier)

October 31, 2021

Floor			Square Footage
3	Employment Development Center 300 10/31/2027 14,971	County of SB - Call Center 350 8/30/2030 10,142	25,113
2	County of San Bernardino - CYCS / CTASC 200/250 4/30/2029 24,789		24,789
1	Vacant 100 N/A 16,516	County of San Bernardino 150 4/30/2027 4,986	21,502



Year	Net Rentable Area	% of Bldg
2020	0	0%
2021	0	0%
2022	0	0%
2023	0	0%
2024	0	0%
2025+	54,888	77%

Available	16,516	23%
Leased	54,888	77%
Total	71,404	100%

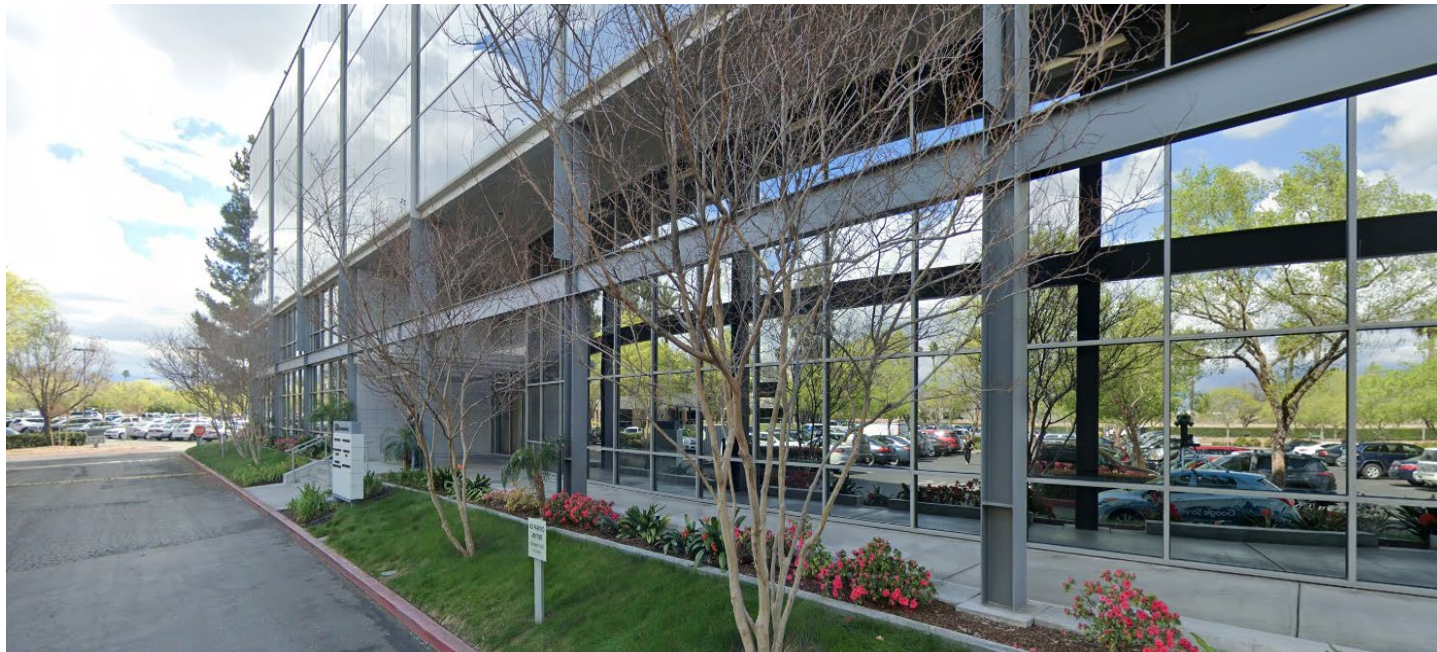
One Parkside (560 E. Hospitality Lane)

October 31, 2021

Floor						Square Footage		
4	Maxim Healthcare 400 11/30/2022 8,631		Spec Suite ** 420 N/A 1,704	Spec Suite ** 450 N/A 4,363	Spec Suite ** 460 N/A 1,545	Vacant* 470 N/A 2,500	18,743	
3	Vacant 300 N/A 6,482	AECOM 320 6/30/2024 822	Spec Suite 330 N/A 2,956	Chicago Title 350 1/31/2023 2,575	Corcoran Consulting Group 360 4/30/2022 4,143		Vacant 370 N/A 1,896	18,874
2	United Healthcare/March Vision 200 9/30/2022 8,712			Vacant 250 N/A 8,254			16,966	
1	Chicago Title 100 12/31/2021 12,619				Health Essentials / Bristol Hospice 150 2/28/2026 3,507		16,126	

* Suite 470 occupied by Hines

** Being developed into 3 spec suites available for occupancy Q1 2022



Year	Net Rentable Area	% of Bldg
2020	0	0%
2021	12,619	18%
2022	21,486	30%
2023	2,575	4%
2024	822	1%
2025+	3,507	5%

Available	29,854	42%
Leased	41,009	58%
Total	70,863	100%

Two Parkside (550 E. Hospitality Lane)

October 31, 2021

Floor		Square Footage
3	Gresham, Savage, Nolan & Tilden 300 3/31/2027 29,001	29,001
2	San Bernardino Community College District 200 Owner occupied 28,573	28,573
1	Molina Healthcare 100 2/28/2022 23,995	SBCCD 195 Owner occupied 470
		24,465



Year	Net Rentable Area	% of Bldg
2020	0	0%
2021	0	0%
2022	23,995	29%
2023	0	0%
2024	0	0%
2025+	29,001	35%
Owner occupied	29,043	35%

Available	0	0%
Leased	82,039	100%
Total	82,039	100%

ONE PARKSIDE

560 E. Hospitality Lane, San Bernardino, CA.



SPEC SUITES COMING Q1, 2022!!!



PROPERTY OVERVIEW/HIGHLIGHTS



Class A, four (4) story office building



Walkable amenities include restaurants, retail services and health club



Controlled after hours building access



Direct Digital Controlled (DDC) air-conditioning system



Fully sprinklered with fire-life safety



On-site property management and maintenance



Lobby features vaulted ceiling, cove lighting and unique paneling



On-site 24-hour security patrol



±153 acre mixed-use master planned business park



On-site fire station



Conveniently located adjacent to I-10 and I-215 Freeways

AVAILABILITIES

TOTAL SQUARE FEET	70,621 Rentable Square Feet
AVAILABLE SPACE	29,768 Rentable Square Feet

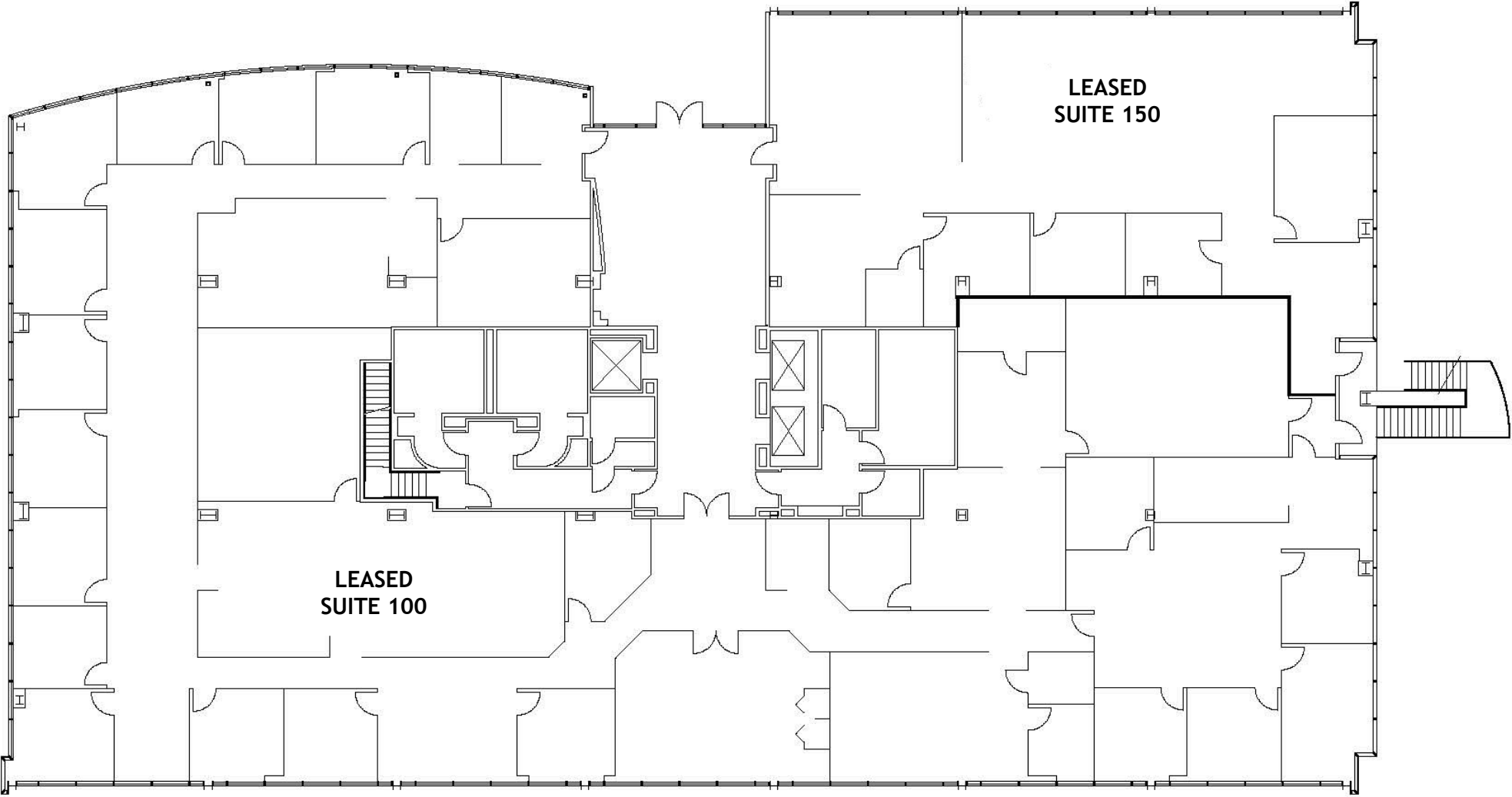
SUITE	AVAILABLE / SQ. FT.	DESCRIPTION
250	8,431 RSF	Ready for custom design.
300	6,482 RSF	Reception, seventeen (17) private offices, large training/board room, conference room, large work room, storage closet, copy/mail room, break room.
330	2,956 RSF	SPEC SUITE (coming Q1, 2022) - Open office, five (5) private offices, one (1) executive office, conference room, break area, IT/storage closet
370	1,872 RSF	One (1) private office, conference room, and bull pen.
420	1,704 RSF	SPEC SUITE (coming Q1, 2022) - Open office, three (3) private offices, break area, IT/storage closet
450	4,363 RSF	SPEC SUITE (coming Q1, 2022) - Reception, eight (8) private offices, conference room
460	1,545 RSF	SPEC SUITE (coming Q1, 2022) - Bull pen, two (2) private offices, conference room, break area
470	2,415 RSF	Ready for custom design.

Suites 460 and 470 can be made contiguous for up to ±3,960 rentable square feet

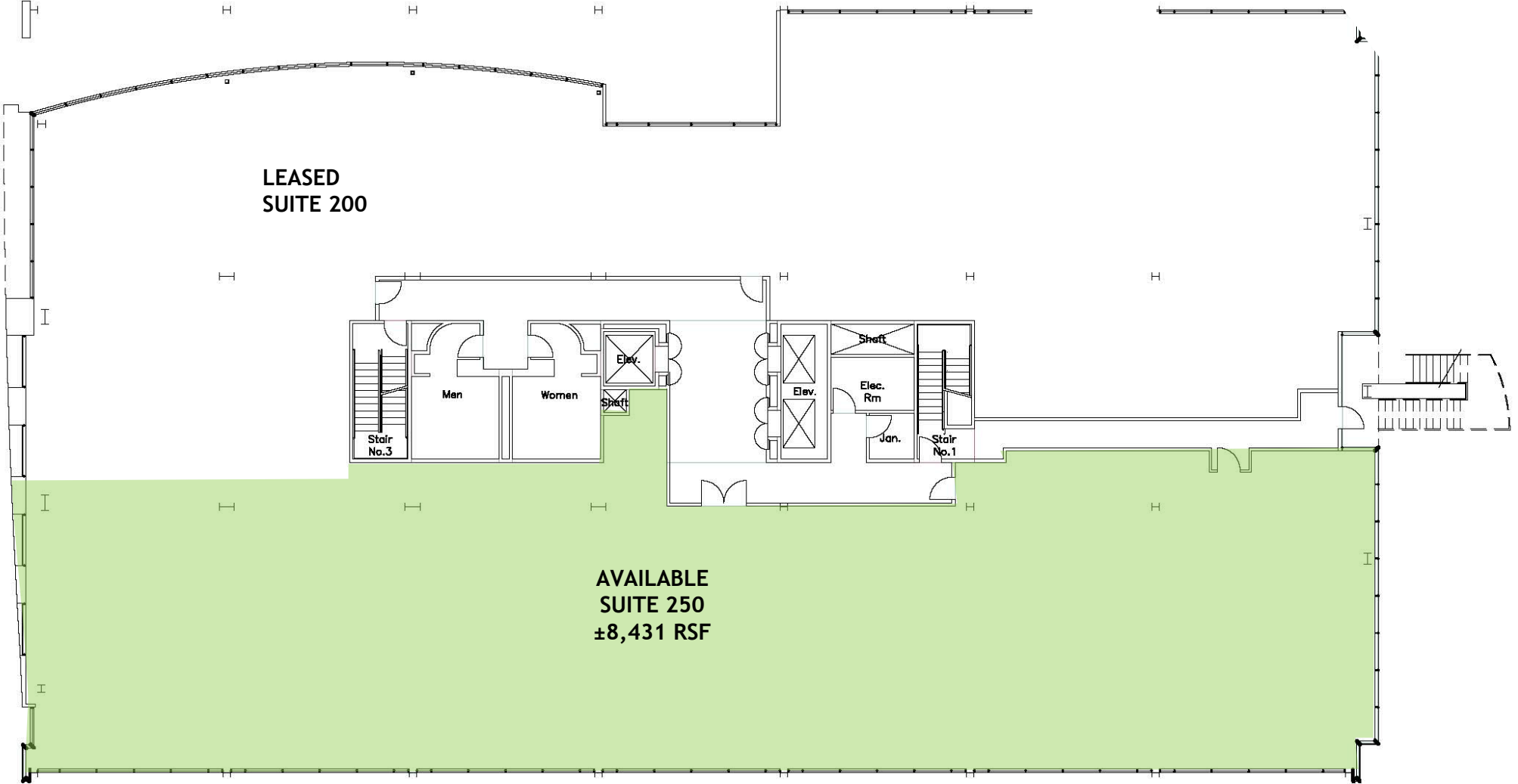
RENTAL RATE:	\$2.20 per rentable square foot per month, full service gross
RENT INCREASES:	Three percent (3%) per year
LEASE TERM:	Negotiable
TENANT IMPROVEMENTS:	Negotiable
OPERATING EXPENSES:	Pass through over Base Year
ELEVATORS:	Two (2)
PARKING	Four (4) cars per 1,000 square feet leased
ACCESS:	After hours computer controlled system
SIGNAGE:	Building top signage for qualified Tenant
BUILDING HOURS:	8:00 a.m. to 5:30 p.m. - Monday through Friday; 8:00 a.m. to 12 noon - Saturday (except Federal and State Holidays)
YEAR BUILT:	1992



FLOOR PLAN - FIRST FLOOR

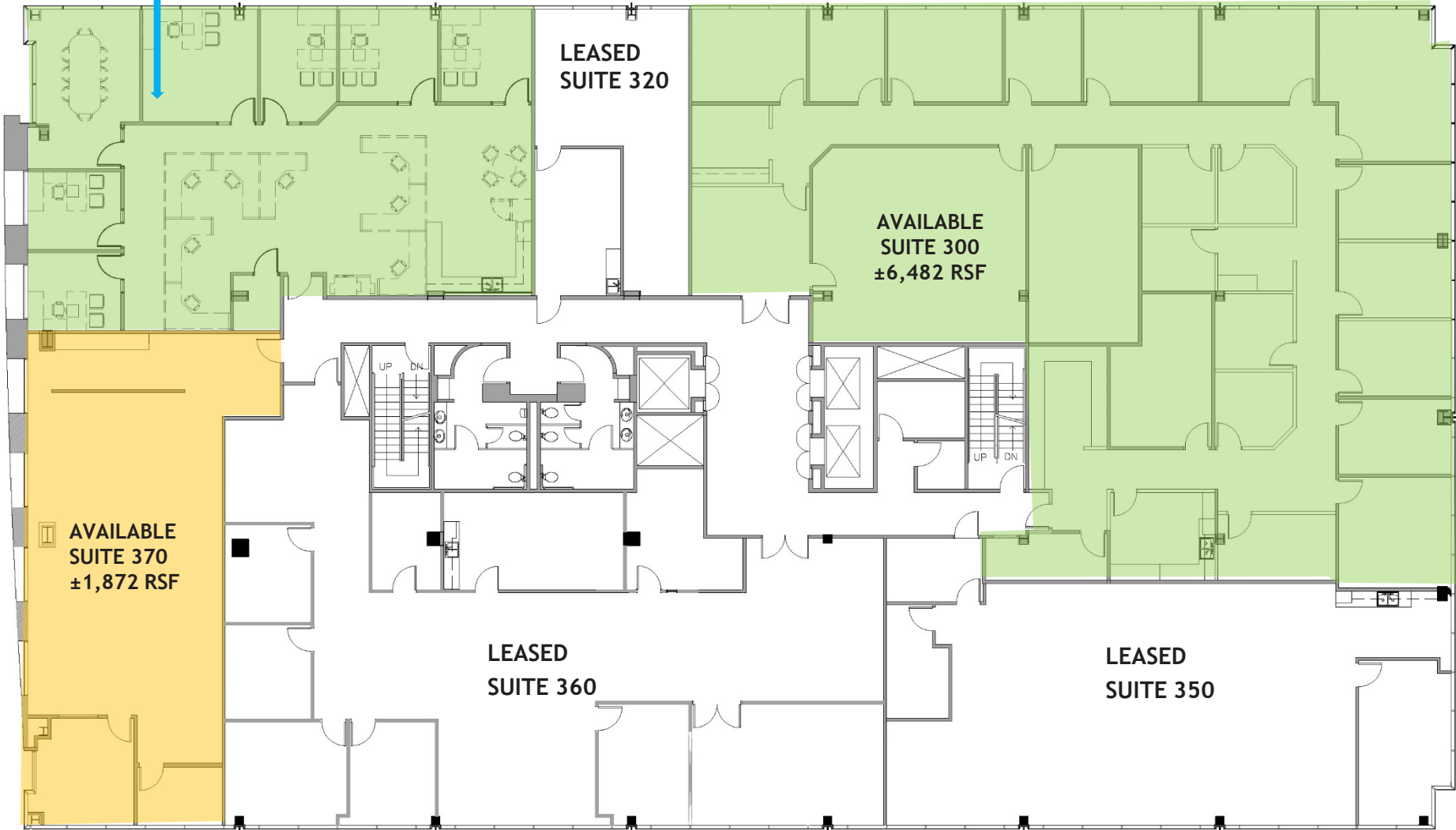


FLOOR PLAN - SECOND FLOOR



FLOOR PLAN - THIRD FLOOR

CONCEPTUAL SPACE PLAN
AVAILABLE Q1, 2022
SUITE 330
±2,956 RSF



FLOOR PLAN - FOURTH FLOOR

LEASED
SUITE 400

AVAILABLE
SUITE 470
±2,415 RSF

AVAILABLE Q1, 2022
SPEC SUITE 420 RSF
±1,704 RSF

AVAILABLE Q1, 2022
SPEC SUITE 450
±4,363 RSF

AVAILABLE Q1, 2022
SPEC SUITE 460
±1,545 RSF

BUS STOPS

OmniTrans
sbX Transit



ONE PARKSIDE

560 E. Hospitality Lane, San Bernardino, CA.



CONTACTS

Philip Woodford
Senior Vice President
Lic. 00908054
+1 909 418 2132
philip.woodford@cbre.com

Kyle Yocum
Vice President
Lic. 01903051
+1 909 418 2172
kyle.yocum@cbre.com

Benjamin Robblee
Senior Associate
Lic. 01923547
+1 909 418 2133
benjamin.robblee@cbre.com





Commercial Property Performance Report

December 2021

Available Cash as of December 31, 2021: \$8,328,066

FINANCIAL SUMMARY	FISCAL YEAR 2021			FISCAL YEAR 2022 YTD		
	Budget	Actual	Variance	Budget	Actual	Variance
Revenues	4,631,064	4,604,839	(26,225)	2,135,307	2,138,633	3,326
Operating Expenses	1,955,346	1,856,342	(99,004)	1,058,181	950,495	(107,686)
Net Operating Income	2,675,718	2,748,497	72,779	1,077,126	1,188,138	111,012
Non-Recoverable Expenses	147,850	97,480	(50,370)	20,146	(45,994)	(66,140)
Capital Expenditures	2,111,995	218,761	(1,893,234)	1,619,314	190,617	(1,428,697)
Cash Flow	415,873	2,432,256	2,016,383	(562,334)	1,043,515	1,605,849

OCCUPANCY	As of	As of	As of
	6/30/2020	6/30/2021	12/31/2021
Net Rentable Area in Square Feet	223,796	224,280	224,306
Leased Square Feet	207,350	202,191	177,936
Percent Leased	92.7%	90.2%	79.3%

Favorable
Variance

Unfavorable
Variance

COVID-19 EXPENSE TRACKING
AS OF 12/31/2021

BLOCK GRANT (FY2020/FY2021)	FEDERAL	STATE	TOTAL	DEADLINE
Institutional	747,396	917,438	1,664,834	12/31/2020

CARES (HEERF I) FUNDING BY SITE (FY 2020)	SBVC	CHC	TOTAL	DEADLINE
Students	3,366,282	966,965	4,333,247	
Institutional	3,366,281	966,965	4,333,246	6/30/2022
	6,732,563	1,933,930	8,666,493	

CRRSAA (HEERF II) FUNDING BY SITE (JAN 2021)	SBVC	CHC	TOTAL	DEADLINE
Students	3,366,282	966,965	4,333,247	
Institutional	10,891,527	3,182,289	14,073,816	12/31/2022
	14,257,809	4,149,254	18,407,063	

AMERICA RESCUE PLAN (HEERF III) FUNDING BY SITE (M	SBVC	CHC	TOTAL	DEADLINE
Students	12,522,000	3,695,000	16,217,000	
Institutional	12,522,000	3,695,000	16,217,000	9/30/2023
	25,044,000	7,390,000	32,434,000	

IMMEDIATE ACTION PLAN	SBVC	CHC	TOTAL	DEADLINE
	1,185,297	523,116	1,708,413	TBD

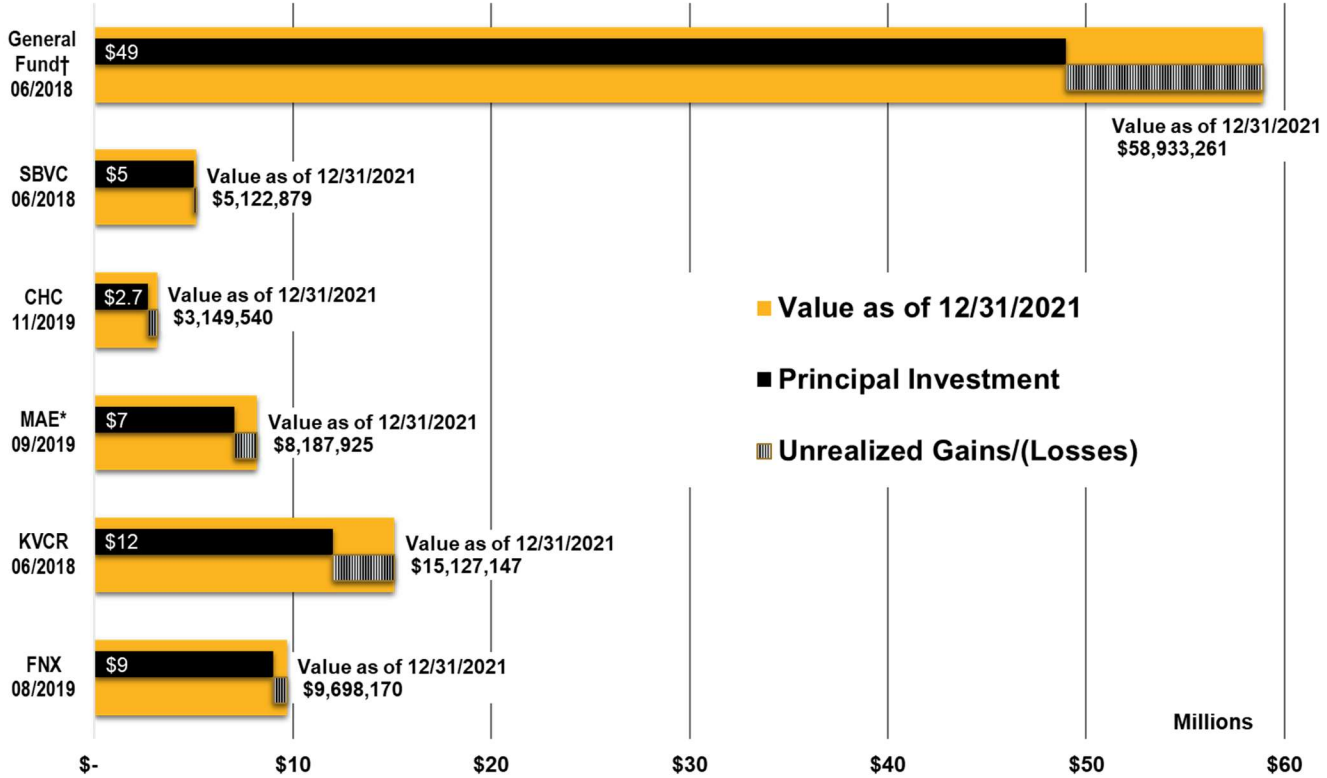
COMBINED FUNDING (Students)	TOTAL	SPENT	REMAINING	DEADLINE
COVID-19 Block Grant--Federal and State	-	-	-	12/31/2020
CARES ACT (HEERF I)	4,333,247	4,333,247	-	6/30/2022
CRRSSA (HEERF II)	4,333,247	4,333,247	-	12/31/2022
AMERICA RESCUE PLAN (HEERF III)	16,217,000	8,311,450	7,905,550	9/30/2023
IMMEDIATE ACTION PLAN	1,708,413	523,116	1,185,297	TBD
	26,591,907	17,501,060	9,090,847	

COMBINED FUNDING (Institutional)	TOTAL	SPENT	REMAINING	DEADLINE
COVID-19 Block Grant--Federal and State	1,664,834	1,664,834	-	12/31/2020
CARES ACT (HEERF I)	4,333,246	4,333,246	-	6/30/2022
CRRSSA (HEERF II)	14,073,816	10,594,498	3,479,318	12/31/2022
AMERICA RESCUE PLAN (HEERF III)	16,217,000	-	16,217,000	9/30/2023
TOTAL	36,288,896	16,592,578	19,696,318	

COMBINED FUNDING	TOTAL	SPENT	REMAINING
	62,880,803	34,093,638	28,787,165



PARS Update | December 2021



†Includes \$5 million from General Fund invested prior to FCC Auction Proceeds; \$2M Reimbursement of FCC Auction Expense to General Fund; and \$1M DSO One-Time allotment.

*MAE refers to overarching Media Academy Endowment, which is comprised of SBVC's Institute of Media Arts (IMA), and CHC's Digital Media program.

Account Summary

Source	Balance as of 12/1/2021	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 12/31/2021
PENSION - GF	\$58,005,227.31	\$0.00	\$936,264.19	\$8,230.95	\$0.00	\$0.00	\$58,933,260.55
PENSION - SBVC	\$5,932,179.55	\$0.00	\$91,533.95	\$834.68	\$900,000.00	\$0.00	\$5,122,878.82
PENSION - KVCR	\$14,888,936.68	\$0.00	\$240,322.79	\$2,112.75	\$0.00	\$0.00	\$15,127,146.72
PENSION - MAE	\$8,058,988.36	\$0.00	\$130,080.38	\$1,143.57	\$0.00	\$0.00	\$8,187,925.17
PENSION - FNX	\$9,545,450.79	\$0.00	\$154,073.42	\$1,354.51	\$0.00	\$0.00	\$9,698,169.70
PENSION - CHC	\$3,099,943.93	\$0.00	\$50,036.29	\$439.88	\$0.00	\$0.00	\$3,149,540.34
Totals	\$99,530,726.62	\$0.00	\$1,602,311.02	\$14,116.34	\$900,000.00	\$0.00	\$100,218,921.30

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
PARS Post-Employment Benefits Trust

Account Report for the Period
12/1/2021 to 12/31/2021

Jose Torres
Executive Vice Chancellor
San Bernardino Community College District
550 E. Hospitality Lane
San Bernardino, CA 92408

Account Summary

Source	Balance as of 12/1/2021	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 12/31/2021
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Totals	\$99,530,726.62	\$0.00	\$1,602,311.02	\$14,116.34	\$900,000.00	\$0.00	\$100,218,921.30

Investment Selection

Source

PENSION **Vanguard Conservative Strategy**

Investment Objective

Source

PENSION The Conservative Portfolio invests in Vanguard mutual funds using an asset allocation strategy designed for investors seeking both current income and low to moderate capital appreciation.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
PENSION - GF	1.61%	2.66%	6.94%	11.84%	-	-	6/22/2018
PENSION - SBVC	1.62%	2.67%	6.95%	11.84%	-	-	6/22/2018
PENSION - KVCR	1.61%	2.66%	6.94%	11.84%	-	-	6/22/2018
PENSION - MAE	1.61%	2.66%	6.94%	-	-	-	9/23/2019
PENSION - FNX	1.61%	2.66%	6.95%	-	-	-	8/31/2019
PENSION - CHC	1.61%	2.66%	6.94%	-	-	-	11/1/2019

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees



MEASURE CC

BUILDING NEW OPPORTUNITIES FOR
OUR STUDENTS & OUR COMMUNITY

PROJECT TIMELINE

October - December 2021	Completion Date
✓ Award DW Security Master Plan and Implementation A&E	12/17/2021
✓ Award SBVC Technical Building Replacement DSA IOR	11/29/2021
✓ Award SBVC Technical Building Replacement Special Inspections and Materials Testing	10/25/2021
✓ Award SBVC Campus Roof Replacement Hazmat Assessment	10/4/2021
✓ Award SBVC Campus Roof Replacement Special Inspections and Materials Testing	10/18/2021
✓ Award SBVC Campus Roof Replacement for Construction	11/30/2021
✓ Award SBVC New Softball Field DSA IOR	12/1/2021
✓ Award SBVC New Softball Field for Construction	12/16/2021
✓ Award SBVC CP2 CxA	12/15/2021
✓ Award SBVC East Wing Mechanical Upgrades CxA	10/11/2021
✓ Award SBVC Old Central Plant Repurposing MEP	11/2/2021
✓ Award SBVC On Call Biological Resources Monitoring Services	12/22/2021
✓ Award SBVC Campus Perimeter Fencing Landscape Architect	11/1/2021
✓ Design Completion SBVC Planetarium HVAC Replacement	11/5/2021
✓ Award CHC New PAC Life Cycle Costing Digital Tool	12/22/2021
✓ Award CHC Campus-Wide Accessibility DSA IOR	10/6/2021
✓ Award CHC Campus-Wide Accessibility Special Inspection & Material Testing	10/7/2021
✓ Award CHC Generator and Equipment Upgrades for Construction	11/23/2021

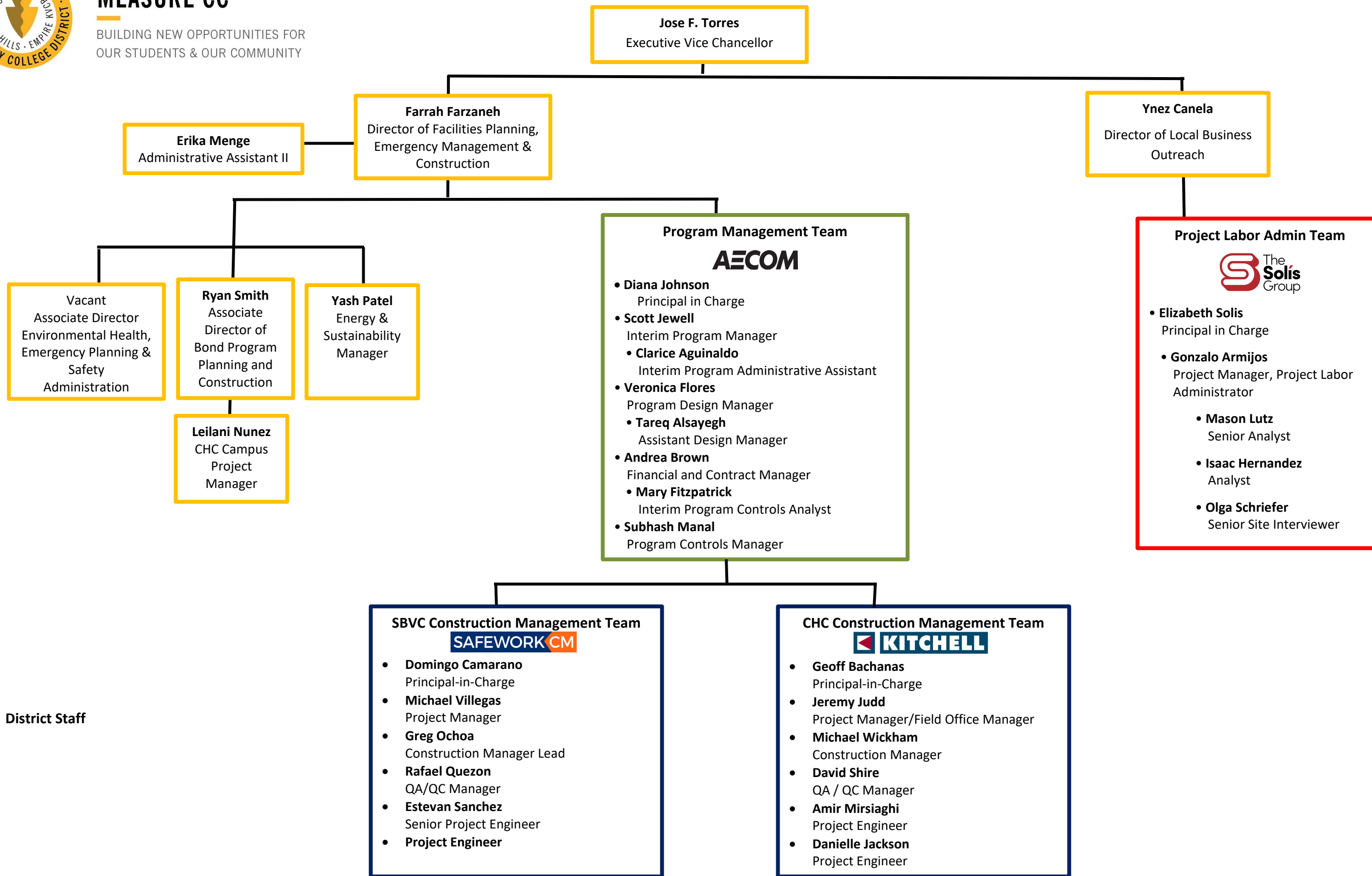
January - March 2022	Completion Date
✓ Award SBVC On-Call Cultural and Paleontological Resources Monitoring Services	1/6/2022
✓ Award SBVC PS & HLS Mechanical Upgrade A&E	1/11/2022
✓ Award SBVC PS & HLS Mechanical Upgrade CxA	1/11/2022
Award SBVC East Wing Mechanical Upgrades Hazmat Assessment	Feb 2022
Award SBVC Planetarium HVAC Replacement Hazmat Assessment	Feb 2022
✓ Award CHC Child Development Center Renovation CxA	1/6/2022
Award CHC On Call Biological Resources Monitoring Services	Feb 2022
Award CHC On-Call Cultural and Paleontological Resources Monitoring Services	Feb 2022
Award CHC Child Development Center Renovation DSA IOR	Feb 2022
Award CHC Child Development Center Renovation Special Inspections and Materials Testing	Feb 2022
Award CHC Bldg. 10 Third Floor Corridor Upgrade A&E	Feb 2022
Award CHC CCR Multi-Purpose Room Acoustical Improvement A&E	Feb 2022
Award CHC Replace Existing Cooling Towers MEP	Feb 2022
Award CHC Instructional Building Criteria Documents A&E	Feb 2022
Award CHC Instructional Building Geotechnical	Mar 2022
Award CHC Instructional Building Hazmat Assessment	Mar 2022
Award CHC East Valley Public Safety Training Center CxA	Mar 2022
Award CHC East Valley Public Safety Training Center Special Inspections and Materials Testing	Mar 2022
Award CHC Central Complex 2 Renovation - DB Entity	Feb 2022
Award CHC Central Complex 2 CxA	Mar 2022
Award CHC Crafton Hall Renovation A&E	Mar 2022



MEASURE CC

BUILDING NEW OPPORTUNITIES FOR OUR STUDENTS & OUR COMMUNITY

ORGANIZATION CHART



— District Staff

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Diana Z. Rodriguez, Chancellor
REVIEWED BY: Jose F. Torres, Executive Vice Chancellor
PREPARED BY: Lawrence P. Strong, Director of Fiscal Services
DATE: February 10, 2022
SUBJECT: Budget Revenue & Expenditure Summary

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

While year-to-date revenue and/or expenditure percentages often vary from the percentage of fiscal year elapsed, all funds are expected to remain within the 2021-22 budget unless otherwise noted here. For explanations of any significant variances in year-to-date revenues/expenditures from fiscal year elapsed, please see the attached summary.

ANALYSIS

The attached Revenue and Expenditure Summary reflects activity for the 2021-22 fiscal year through January 19, 2022. As of that date, SBCCD was 55.6% through the fiscal year and had spent and/or encumbered approximately 43% of its budgeted general fund.

INSTITUTIONAL VALUES

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this Board item.



Budget Revenue & Expenditure Summary

Year to Date 01/19/2022

[v.1.24.2022.p.1|2]

55.6% of Fiscal Year Elapsed

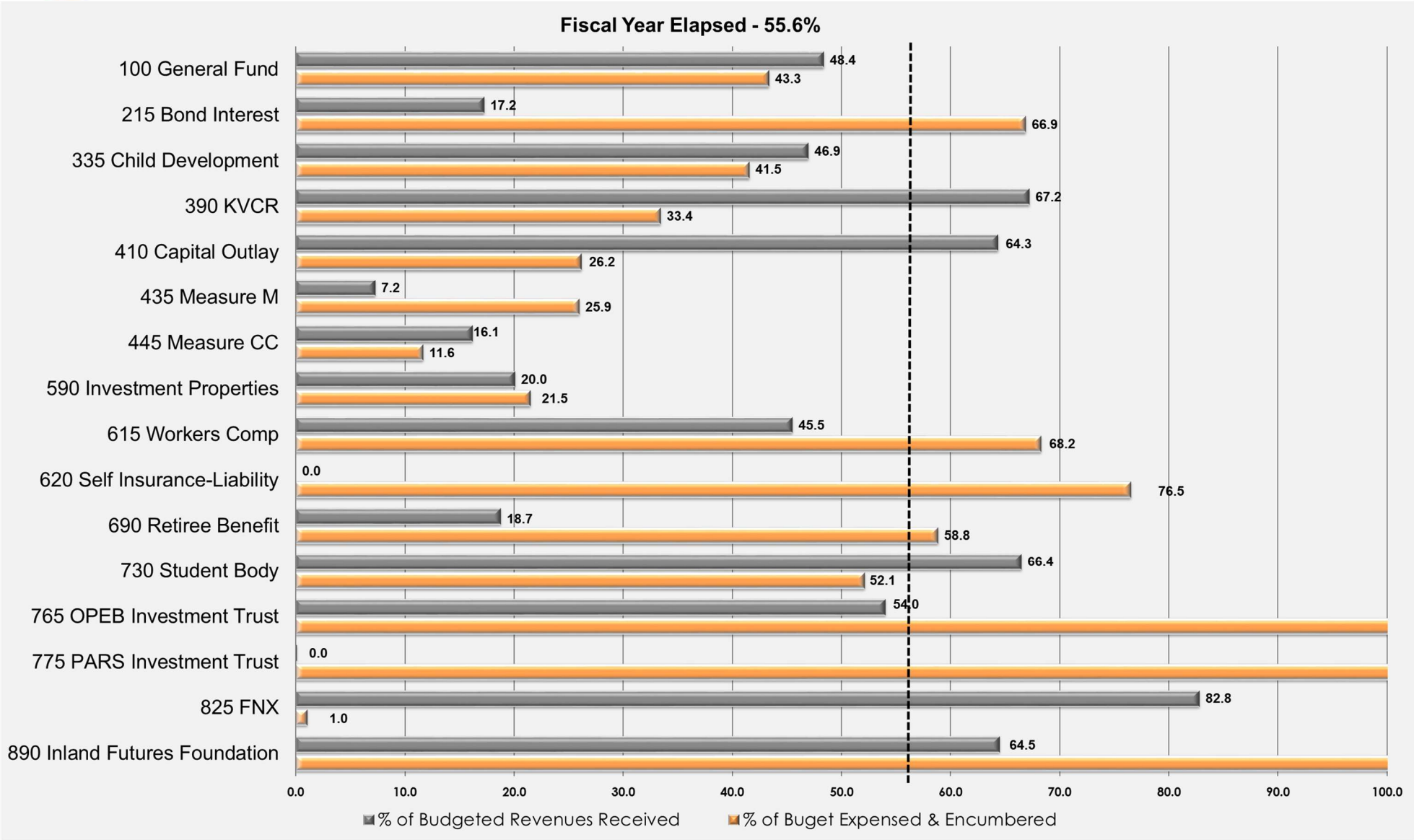
FUND	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
100 General Fund	226,368,905	109,476,905	48.4%	226,156,019	98,020,811	43.3%	
215 Bond Interest & Redemption	58,000,000	9,999,118	17.2%	58,000,000	38,774,429	66.9%	Taxes are determined and collected by the County for bond measures.
335 Child Development	4,198,678	1,970,528	46.9%	4,198,678	1,743,536	41.5%	Expenditures consistent with the current needs of the programs associated with this fund.
390 KVCR	9,079,287	6,099,962	67.2%	8,514,560	2,844,732	33.4%	Expenditures consistent with the current needs of the programs associated with this fund.
410 Capital Outlay	2,824,251	1,816,085	64.3%	2,275,963	595,276	26.2%	Expenditures consistent with the current needs of the programs associated with this fund.
435 Measure M	23,500	1,703	7.2%	880,413	228,316	25.9%	2nd quarter interest income to post in late February. Expenditures consistent with project schedules.
445 Measure CC	3,400,000	548,864	16.1%	283,418,073	32,857,798	11.6%	2nd quarter interest income to post in late February. Expenditures consistent with project schedules.
590 Investment Properties	4,627,527	926,749	20.0%	2,028,789	435,279	21.5%	Revenue and expenditure activity posted one month in arrears.
615 Workers Compensation	1,345,000	611,482	45.5%	2,570,000	1,753,724	68.2%	2nd quarter interest income to post in late February.
620 Self Insurance-Liability	595,660	577,829	97.0%	1,135,000	868,154	76.5%	\$748,223 encumbered for annual liability insurance payment.
690 Retiree Benefit	279,966	52,424	18.7%	279,966	164,667	58.8%	2nd quarter interest income to post in late February.
730 Student Body Center Fee	241,151	160,216	66.4%	241,151	125,677	52.1%	
765 OPEB Trust	1,000,000	540,110	54.0%	82,000	398,877	486.4%	\$353,247 recorded for Jul-Dec expenditure activity (investment loss).
775 PARS Trust	4,900,000	1,254	0.0%	3,454,946	3,486,868	100.9%	2nd quarter interest income to post in late February. \$344,275 recorded for Jul-Sept expenditure activity (investment loss). \$3.1million disbursement to General Fund, KVCR, and FNX.
825 FNX	570,000	471,911	82.8%	553,028	540,579	97.7%	\$450,000 recorded for FY22 PARS transfer in. \$140,640 encumbered for PBS fee.
890 Inland Futures Foundation	823,525	530,858	64.5%	823,525	981,042	119.1%	\$760,820 transfer to KVCR.



Budget Revenue & Expenditure Summary

Year to Date 01/19/2022

[v.1.24.2022.p.2]2]



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Program Summary: Board of Trustees - As of 01/24/2022

Percentage of Year Expired: 56.9%

(2)

(1)

(1 ÷ 2)

Object #	Description	2022 Budget	2022 Actuals YTD 01/24/22	Encumb.	Total 2022 Actuals + Encumb.	% of Budget Used	Notes
200000	Board Of Trustees Stipends	38,640	17,600	-	17,600	46%	
	Total 2000's Classified Salaries	38,640	17,600	-	17,600	46%	
300000	Employee Benefits	100,340	54,419	-	54,419	54%	
	Total 3000's Employee Benefits	100,340	54,419	-	54,419	54%	
450000	Noninstructional Supplies	1,500	34	966	1,000	67%	
456000	Commencement Supplies	1,200	564		564	47%	
475000	Meals & Refreshments	11,500	1,972	8,722	10,694	93%	
	Total 4000's Supplies & Materials	14,200	2,570	9,688	12,257	86%	
511300	Consultant & Other Services	17,000	11,968	-	11,968	70%	Retreats, training facilitator
520000	Travel & Conference Expenses	27,500	-	25,341	25,341	92%	
531000	Dues And Membership	11,000	2,250	7,668	9,918	90%	ACCT, CCLC, CALCCTA
554000	Telephone	1,000	-	-	-	0%	
561000	Rentals	500	-	-	-	0%	
581800	Student Travel	2,500	-	1,000	1,000	40%	Student trustee conference attendance
	Total 5000's Other Expenses	59,500	14,217	34,009	48,227	81%	
	Total Expenditures:	212,680	88,806	43,697	132,503	62%	